

FILE: E-1.1h

Cf: [E-1.1c](#), [F-12.6a](#), [H-3.6d](#)

PUBLIC HEALTH EMERGENCY

When a declared public health emergency exists, the City of Baker School Board shall grant the Superintendent broad authority to develop, implement, and maintain administrative regulations and procedures necessary to protect employees and students from the conditions giving rise to the declared emergency.

In the development and implementation of necessary administrative regulations and procedures for safely reopening of schools or maintaining the safety of employees and students when schools are open during a health emergency, the Superintendent and staff shall rely upon the practices, guidelines, and suggestions of the Louisiana Department of Education in coordination with the Department of Health and Hospitals.

The City of Baker School Board adopts and incorporates as if set forth fully herein, the provisions of Chapter 4 of Bulletin 741, *Louisiana Handbook for School Administrators*, for the 2020-2021 school year, and shall abide by the health and safety standards included therein.

In no event shall the School Board's reopening plan for the 2020-2021 school year include any standard less than that required by Chapter 4 of Bulletin 741, *Louisiana Handbook for School Administrators*, including the following standards:

A. Group Sizes

1. The maximum group size that may convene indoors in a single room, irrespective of room size, or outdoors at any given time are as follows:
 - a. phase 1—10 individuals;
 - b. phase 2—25 individuals; and
 - c. phase 3—50 individuals.

2. Group Composition

- a. Younger students who are unable to wear face coverings or maintain a physical distance from other students or adults will be assigned static groups. This includes, at a minimum, students in grades 2 or lower. The static group composition will be maintained for as long as possible over the course of the 2020-2021 school year.
 - i. *Physical Distance* means the act of an individual maintaining a space of six feet or more from another individual.
 - ii. *Static Group* means a group whose composition of students and adults does not change.
- b. The composition of a group may change if students are able to maintain a physical distance of at least six (6) feet from other students and adults in a classroom or indoor setting, to the greatest extent possible.
- c. Students with disabilities must continue to receive special education and related services in the least restrictive environment. The reopening plan will factor in any additional service providers who may need to enter the classroom, students who receive services outside the classroom (e.g. resource, APE), and/or students who receive services through alternate instructional methods.

B. Physical Standards for the use of School Facilities

- 1. If a group convenes indoors, it must convene in a room enclosed by a wall or partition. This includes large rooms, such as a gymnasium or auditorium, which may include more than one group if each group is separated by a wall or partition.
- 2. If groups convene outdoors, a physical barrier is not required, but each group must remain separated.
- 3. To the greatest extent possible, each school must limit crowding at entry and exit points and maintain maximum group sizes and physical distance recommendations.
- 4. If a room is used by more than one group in a single day, high-touch surfaces contained in that room will be cleaned before and after use by each group.
 - a. *High-Touch Surface* means surfaces that are touched frequently, including but not limited to door handles, bathroom fixtures, drinking fountains, railings, desks, and other surfaces in school facilities or on school buses.

C. Monitoring Students and Adults for Symptoms of COVID-19

1. Each school must establish an area used to isolate anyone showing signs of being sick. The isolation area must be cleaned after it is occupied by any sick student or adult.
2. Upon arriving at the school facility, each adult and student must be assessed for symptoms of COVID-19, as defined by the CDC. This includes an initial temperature check.

D. Environmental Cleaning and Personal Hygiene

1. High-touch surfaces must be cleaned multiple times per day, including bathrooms.
2. Students must wash or sanitize hands upon arrival at the school, at least every two (2) hours, before and after eating, before and after using outdoor play equipment, and before exiting the school facility.
3. While inside the school facility, all adults and students in grades 3 through 12 must wear a face covering to the greatest extent possible and practical within the local community context.
4. While inside the school facility, students in grades prekindergarten through 2 may wear a face covering.
5. While inside the school facility, children under two (2) years old and individuals with breathing difficulties should not wear a face covering.
6. A *Face Covering* means a piece of material used to cover both the nose and mouth for the purpose of forming a barrier to droplets or airborne particles that are coughed, sneezed, or exhaled when talking. Face coverings are meant to protect both the wearer of the face covering and surrounding individuals

E. Hygienic Supplies

1. School employees must be provided adequate access to hygienic supplies, including soap, hand sanitizer with at least 60 percent alcohol, disinfectant wipes or spray, paper towels, and tissues. Face coverings should also be provided when needed.
2. The quantity of hygienic supplies must be appropriately provided to the school employee, according to the role and the number and age of students or adults served by that employee.

F. Transportation

1. School buses used to transport students must not exceed the following maximum capacity requirements:
 - a. phase 1—25 percent, including adults, of the school bus manufacturer capacity;
 - b. phase 2—50 percent, including adults, of the school bus manufacturer capacity; and
 - c. phase 3—75 percent, including adults, of the school bus manufacturer capacity.
2. Passengers on a school bus must be spaced to the greatest extent possible as follows:
 - a. phase 1—passengers must ride one (1) per seat. Every other seat must remain empty. Members of the same household may sit in the same seat or adjacent seats; and
 - b. phase 2 and 3—passengers must be dispersed throughout the bus to the greatest extent possible.

G. Student Programming Determinations

1. Student placement determinations in a distance or in-person education program should be made in consultation with the parent or custodian.
2. Student placement determinations should take into consideration a student's unique academic, social, emotional, familial, and medical needs of a student, as identified by the student's parent or custodian.

H. Essential Visitors to School Facilities

1. Essential visitors are individuals who must enter schools or early learning centers in order to conduct visits in accordance with Louisiana law or policy. Essential visitors include, but are not limited to, individuals who:
 - a. conduct CLASS® observations;

- b. observe teacher candidates as part of the teacher preparation quality rating system; or
- c. provide essential supports and services including, but not limited to, early intervention services, special education services, or mental health consultation.

2. Essential visitors must comply with the minimum health and safety standards in this policy.

I. Medical or disability impact exceptions to any standard in this policy should be addressed on an individual basis by the Superintendent as set forth in the School Board's policies.

New policy: August 4, 2020

Ref: La. Rev. Stat. Ann. §§[17:81](#), [17:439.1](#), [17:3391](#)

[*Louisiana Handbook for School Administrators, Bulletin 741*](#), Louisiana Department of Education

Board minutes, 8-4-20.

City of Baker School Board